

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: General Services – Fleet Division

AGENDA DATE: May 13, 2014

CONTACT PERSON/PHONE: Stuart C. Ed, General Services Director, (915) 621-6822
Bruce D. Collins, Purchasing Director, (915) 212-1181

DISTRICT (S) AFFECTED: ALL

SUBJECT:

Request that the Purchasing Director for Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2011-294 (Miscellaneous Vehicle Accessories & Installation) with Alamo Industries, Inc. dba Alamo Auto Supply for two (2) additional years pursuant to the provisions of an award approved by the City Council on August 23, 2011. The total estimated award amount is \$200,000. The extended contract period will be from August 23, 2014 to August 22, 2016.

BACKGROUND / DISCUSSION:

The General Services - Fleet Division is recommending the extension of the above contract as a result of Alamo Auto Supply providing consistent and reliable service over the term of this contract. The City currently owns several vehicles that require the use of general vehicle accessories for several applications. The approval of extending this contract would allow for the continual maintenance, upkeep, and permit consistent and safe operation of vehicles. Local business is being supported.

PRIOR COUNCIL ACTION:

Yes. City Council approved contract 2011-294 on August 23, 2011.

SELECTION SUMMARY:

Exercising this option would meet the following threshold considerations (i) funds available; (ii) requirement fills and existing city need; (iii) informal analysis of price indicates the option price is better than available market prices or the most advantageous current offer, and; (iv) Vendor's performance meets or exceeds a "7-8" performance rating. Based upon our evaluation of above factors, Purchasing Division recommends exercising the available option.

AMOUNT AND SOURCE OF FUNDING:

Department: General Services
Annual Estimated Amount: \$100,000.00
Total Estimated Award: \$200,000.00 (2 years)
Funds Available: Dept: 231 Div: 37020 Acct: 531210 Fund: 3600 Program Code: P3711
Dept: 231 Div: 37020 Acct: 531250 Fund: 3600 Program Code: P3701
Funds Source: Inventory Purchases Materials and Supplies
Equipment Outside Repair Services

BOARD / COMMISSION ACTION:

N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD:



Stuart C. Ed, General Services Director

**COUNCIL PROJECT FORM
(CONTRACT EXTENSION)**

*******POSTING LANGUAGE BELOW*******

Please place the following item on the **CONSENT** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **MAY 13, 2014**.

Request that the Purchasing Director for Purchasing & Strategic Sourcing Department be authorized to exercise the City's option to extend current Contract 2011-294 (Miscellaneous Vehicle Accessories & Installation) with Alamo Industries, Inc. dba Alamo Auto Supply for two (2) additional years pursuant to the provisions of an award approved by the City Council on August 23, 2011. The extended contract period will be from August 23, 2014 to August 22, 2016.

Department:	General Services – Fleet Division
Award to:	Alamo Industries, Inc. dba Alamo Auto Supply
	El Paso, TX
Option:	One [of One]
Annual Estimated Amount:	\$100,000.00
Total Estimated Amount:	\$200,000.00 (2 years)
Account No.:	231-37020-531210-3600-P3711
	231-37020-531250-3600-P3701
Funding Source:	Inventory Purchases Materials and Supplies
	Equipment Outside Repair Services

District(s): All

This is a Best Value, Services contract

*******ADDITIONAL INFO BELOW*******

MOTION
AUGUST 23, 2011

Motion made, seconded, and unanimously carried to **AWARD** Solicitation No. 2011-294 (Miscellaneous Vehicle Accessories & Installation) to Alamo Industries, Inc. dba Alamo Auto Supply of El Paso, Inc. for an initial term estimated award of \$300,000.

Department:	General Services
Award to:	Alamo Industries, Inc. dba Alamo Auto Supply of El Paso, Inc. El Paso, TX
Items:	All
Initial Term:	Three Years
Option:	Two Years
Annual Estimated Amount:	\$100,000
Initial Term Estimated Award:	\$300,000 (3 Year Total)
Total Estimated Award:	\$500,000 (5 Year Total)
Account No.:	37370510 – 503121 – 45202 (Parts) 37370510 – 503125 – 45202 (Service)
Funding Source:	General Services Internal Service Fund

This is a Best Value contract.

The Financial Services - Purchasing Division and General Services recommend award as indicated to Alamo Industries, Inc. dba Alamo Auto Supply of El Paso, Inc., the sole bidder.

Richarda Duffy Momsen, City Clerk

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SERVICE SOLUTIONS SUCCESS

Seven (7) Factor Option Memo



To: Bruce D. Collins, Purchasing Director
Purchasing & Strategic Sourcing Department

From: René Barraza, Business and Finance Manager

Subject: Seven (7) Factor Option

Date: April 16, 2014

Re: Solicitation No. 2011-294 (Miscellaneous Vehicle Accessories and Installation)

The General Services Department recommends authorizing the Option to Extend Contract 2011-294 (Miscellaneous Vehicle Accessories and Installation) for an additional two (2) years for the purchase of vehicle accessories and installation. Exercising this option would meet the following threshold considerations:

1. Are funds available for this Option to Extend?

Yes

2. Does the Requirement covered by this option fill an existing need of the City?

Yes

3. Is the option price better than the current available market price?

Yes, The current vendor has been providing this service to the City since being awarded Contract No. 2011-294 in 2011. Pricing has remained the same since the contract was initiated and is consistent or better than current market prices.

4. Is the time between the date the contract was awarded and the date the option to extend is exercised so short that the market indicates the option is the lowest price obtainable through competition or the most advantageous offer?

Yes

5. Does the attached Vendor Performance Form show the vendor's performance rating to be "GOOD (7-8)" or better? Yes

6. Is the vendor currently under debarred status as per System for Award Management (SAM) www.sam.gov? No

7. Is the proposed vendor indebted to the City for any amount as documented in the City's Indebtedness Verification Form? No.

Mayor
Oscar Leeser

City Council

District 1
Ann Morgan Lilly

District 2
Larry Romero

District 3
Emma Acosta

District 4
Carl L. Robinson

District 5
Dr. Michiel R. Noe

District 6
Eddie Holguin Jr.

District 7
Lily Limón

District 8
Cortney C. Niland

City Manager
Joyce A. Wilson

Purchasing & Strategic Sourcing Department

City Hall, 1st Floor | 300 N. Campbell | El Paso, Texas 79901 | (915) 541-4308

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